

**AMHERST TOWN COUNCIL**  
**AGENDA – WEDNESDAY, FEBRUARY 12, 2014**

**1. Call to Order in Town Hall (7:00 PM)**

**2. Moment of Silence**

**3. Special Matters**

**A. Electrical Service Reliability**

*Larry Jackson from AEP has been scheduled to address the Town Council's concerns regarding the reliability of the local electrical utility service.*

**B. Dumpster Service**

*Material regarding the continuation of the Town's dumpster service "franchise" is included in the agenda package for discussion. Attendance by petitioner Wilton Burgess and representatives from Republic Services is expected.*

**C. Public Hearing-Downtown Zoning**

*The ordinance amendment affecting setbacks and downtown parking has been scheduled for a public hearing. The Council will be in position to act on the ordinance after the hearing.*

**4. Citizen Comments**

*Per the Town Council's policy, any individual desiring to speak before the Council who has not met the agenda deadline requirement will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda is at the Mayor's discretion.*

**5. Consent Agenda**

**A. Town Council Minutes – January 8 and 15, 2014 meetings**

*A motion to approve the minutes as submitted is indicated.*

**B. Correspondence**

**C. Monthly Staff Reports**

- i. Town Manager
- ii. Director of Public Utilities
- iii. Office Manager
- iv. Police Chief
- v. Town Attorney

**6. Council Committee Reports**

**A. Finance and IT Committee - Mrs. Thompson**

**B. Public Safety Committee – Mr. Bumgarner**

**C. Utilities Committee – Mr. Wydner**

**D. Community Relations Committee – Mr. Watts**

**E. Personnel Committee – Mr. Mozingo**

**F. Town Hall Renovations Committee – Mayor Kilgore**

*An oral report on potential change orders associated with the Town Hall project will be made at the meeting.*

## **7. Discussion and Action Items**

### **A. Procurement Approvals**

*Approval of the following contracts and purchases is requested:*

- Audit contract for FY13/14 fiscal year
- Landscape maintenance for 2014 season
- Replacement pickup truck

### **B. Shop Site Lease Proposal**

*A report on the recently received shop site lease proposal is contained in the agenda package.*

### **C. VDH Funding Application Endorsement**

*A resolution that would authorize funding applications for water system planning and construction projects is contained in the agenda package. A resolution such as this is required before the April 1 application deadline.*

### **D. Credit Card Payments**

*Staff requests some Town Council discussion on the proposed credit card payment system. Development of a recommendation on this project is moving along slower than expected since the equipment that would need to be installed, fee structures between vendors and for taxes vs. other bills, security and other administrative requirements are more complicated than anticipated.*

### **E. Construction Projects**

- *Water Plant: The contractor is still working on the foundation and also a potential change order due to an electrical line re-routing that we did not realize was necessary.*
- *ACHS-Briar Patch water line: The contractor is currently boring under Williams Creek.*
- *Train Station: The county agreed to extend water and sewer pipes to the project under plans approved several years ago and recently contracted for that work. The crew will be inspecting that work as it gets underway.*
- *Town Hall: The bulk of the demolition work and rough-in carpentry has been done. Change orders for insulation and ductwork replacement are being processed. The computer and telephone proposal is being processed for approval.*

### **F. Status Reports on Pending Matters**

#### **i. Beverly House Demolition**

*This project was referred to the Town Attorney on October 10, 2012.*

### **G. FY14/15 Budget Development Status**

*Per the budget timetable, all budget proposals are to be delivered by February 28, and these will be compiled with other information for delivery to the Town Council on March 12. One key assumption is that the Town will move to the new Town Hall on July 1 and dispose of the old Town Hall effective December 31. The Public Safety committee may want to bring up other matters for discussion at the March meeting.*

## **8. Matters from Staff**

## **9. Matters from Town Council**

## **10. Adjournment**